



COMMONWEALTH OF KENTUCKY JOB CLASS SPECIFICATION

ASSISTANT STATE HIGHWAY ENGINEER

Job Number: 20001432

Job Code: 70890V161016

Job Group: 7000 - ENGINEERING AND GEOLOGICAL

Job Established: 06/16/1982

Job Revised: 10/16/2016

Grade: 20 Salary (MIN - MID):

\$32,018-\$42,418 - Hourly

\$5,202.94-\$6,892.94 - 37.5 Hr. Monthly Salary

\$5,549.80-\$7,352.46 - 40 Hr. Monthly Salary

Special Entrance Rate:

\$40.124 - Hourly

\$6,520.00 - 37.5 Hr. Monthly Salary

\$6,954.84 - 40 Hr. Monthly Salary

PROBATIONARY PERIOD:

This job has an initial and promotional probationary period of 6 months. For additional information refer to: <http://www.lrc.ky.gov/kar/101/001/325.htm>.

CHARACTERISTICS OF THE JOB: *Characteristics of a job are general statements indicating the level of responsibility and discretion of positions in that job classification. These are not intended to be an exhaustive list.*

Coordinates and supervises the activities of a component of the state highway engineering program such as construction, pre-construction or operations. Serves as a staff engineer to the State Highway Engineer; and performs other duties as required.

MINIMUM REQUIREMENTS:

EDUCATION:

See Special Requirements.

EXPERIENCE:

Must have five years of engineering experience in addition to that required for licensure, three years of which must have been at a supervisory level.

Substitute EDUCATION for EXPERIENCE:

NONE

Substitute EXPERIENCE for EDUCATION:

NONE

SPECIAL REQUIREMENTS (AGE, LICENSURE, REGULATION, ETC.):

Must possess a valid driver's license at time of appointment in this classification. Must be licensed as a professional engineer by the Kentucky State Board of Licensure for Professional Engineers and Land Surveyors OR must be licensed in another state with the ability to obtain a Professional Engineering license from the Kentucky State Board of Licensure for Professional Engineers and Land Surveyors within the employee's initial six month probationary period. Engineering decisions recommended by individuals without a Kentucky Professional Engineering License must be approved by a KY LPE under KRS 322 until licensure is

obtained. For additional information refer to: <http://kyboels.ky.gov/> Must maintain any required licensure(s), certification(s), or other credentials for the length of employment in this classification. Employing agency is responsible for ensuring employee possesses and maintains required licensure(s), certification(s) or other credentials.

EXAMPLES OF DUTIES OR RESPONSIBILITIES OF THE JOB CLASSIFICATION: *Examples of duties or responsibilities are not to be construed as describing what the duties or responsibilities of any position shall be and are not to be construed as limiting the appointing authority's ability to assign, or otherwise alter the duties and responsibilities of a position. This is not intended to be an exhaustive list.*

Coordinates the activities of engineering divisions. Reviews and recommends for approval by the State Highway Engineer and Commissioner construction program specifications, special provisions or contract claims. Serves on departmental engineering related committees. Makes field inspections of construction projects. Provides technical assistance to district and division engineers. Schedules and conducts staff meetings. May supervise staff on an as-needed basis. Reviews state and federal laws and regulations and makes recommendations for legislation. Reviews technical reports on new procedures and equipment. Negotiates and supervises contracts and change orders with consulting engineers. Prepares professional and technical reports. Represents the State Highway Engineer on policy formulating committees and boards at the regional and national level.

UNIQUE PHYSICAL REQUIREMENTS:

TYPICAL WORKING CONDITIONS: *Incumbents in the job will typically perform their job duties under these conditions.*

Work is performed in the office and in the field. Will be exposed to risks inherent to construction sites.

ADDITIONAL REQUIREMENTS:

Applicants and employees in this job title may be required to submit to a drug screening test and background check. Applicants and employees in positions which perform job duties that may require contact with offenders in the custody or supervision of the Department of Corrections or with youth in the care, custody, or supervision of the Department of Juvenile Justice must meet qualifications pursuant to the federal Prison Rape Elimination Act, 28 C.F.R.115.17 and 115.317.

THE COMMONWEALTH OF KENTUCKY DOES NOT DISCRIMINATE ON THE BASIS OF RACE, COLOR, RELIGION, SEX, NATIONAL ORIGIN, SEXUAL ORIENTATION OR GENDER IDENTITY, ANCESTRY, AGE, DISABILITY, POLITICAL AFFILIATION, GENETIC INFORMATION OR VETERAN STATUS IN ACCORDANCE WITH STATE AND FEDERAL LAWS.